

State of Alaska FY2003 Governor's Operating Budget

Department of Law Legislation/Regulations Component Budget Summary

Component: Legislation/Regulations

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Component Mission

Mission statement appears at the department summary and BRU levels.

Component Services Provided

The Legislation and Regulations section drafts and edits legislation on behalf of the governor for introduction in the legislature, tracks and reviews all legislation for legal issues before the governor acts on it, and reviews virtually all regulations adopted by the executive branch for compliance with legal requirements. The section provides training on regulations matters to all state agencies and to assistant attorneys general. The section prepares the Drafting Manual for Administrative Regulations. The section frequently provides advice to state agencies regarding legal requirements on regulations, public records, and the Open Meetings Act. The section supervisor serves as the executive branch representative to the National Conference of Commissioners on Uniform State Laws, which formulates prepared legislation on issues of concern across state lines.

Component Goals and Strategies

Provide legal advice and review for constitutional and statutory requirements in the preparation of state legislation and regulations.

Coordinate and prepare legislation for introduction at the governor's request.

Coordinate and prepare legal recommendations to the governor on legislation pending governor's action.

Perform the statutorily required legal review of executive branch regulations in a timely manner and approve regulations for filing by the Office of the Lieutenant Governor.

Advise and provide training to all executive branch agencies on the legal requirements for state legislation and regulations.

Serve as a uniform law commissioner for the State of Alaska to ensure that Alaska interstate commerce law, investment law, and other matters of concern across state lines are current to facilitate a better business climate and easier resolution of interstate legal matters.

Key Component Issues for FY2002 – 2003

No key issues.

Major Component Accomplishments in 2001

Conducted legal review of over 2,000 pages of regulations during FY 2001.

Prepared 2000 edition of the Drafting Manual for Administrative Regulations.

Conducted training classes in:

- (A) Anchorage, Fairbanks, and Juneau by videoconferencing to over 80 employees on ways to improve public satisfaction with the regulations process;
- (B) Anchorage, Fairbanks, and Juneau regarding the new 2000 version of the Drafting Manual for Administrative Regulations;

- (C) Anchorage and Juneau by telephone conference, conducted secretarial training classes in typing and format standards for both regulations and legislation projects.

Statutory and Regulatory Authority

AS 44.23.020

Legislation/Regulations

Component Financial Summary

All dollars in thousands

	FY2001 Actuals	FY2002 Authorized	FY2003 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	447.5	379.9	393.0
72000 Travel	4.7	11.0	11.0
73000 Contractual	62.3	99.2	99.2
74000 Supplies	7.5	12.3	12.3
75000 Equipment	5.8	0.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	527.8	502.4	515.5
Funding Sources:			
1004 General Fund Receipts	395.6	375.2	385.1
1007 Inter-Agency Receipts	129.6	127.2	130.4
1053 Investment Loss Trust Fund	1.9	0.0	0.0
1108 Statutory Designated Program Receipts	0.7	0.0	0.0
Funding Totals	527.8	502.4	515.5

Estimated Revenue Collections

Description	Master Revenue Account	FY2001 Actuals	FY2002 Authorized	FY2002 Cash Estimate	FY2003 Governor	FY2004 Forecast
Unrestricted Revenues						
None.		0.0	0.0	0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0	0.0	0.0
Restricted Revenues						
Interagency Receipts	51015	129.6	127.2	127.2	130.4	130.4
Statutory Designated Program Receipts	51063	0.7	0.0	0.0	0.0	0.0
Investment Loss Trust Fund	51393	1.9	0.0	0.0	0.0	0.0
Restricted Total		132.2	127.2	127.2	130.4	130.4
Total Estimated Revenues		132.2	127.2	127.2	130.4	130.4

Legislation/Regulations**Proposed Changes in Levels of Service for FY2003**

None.

Summary of Component Budget Changes**From FY2002 Authorized to FY2003 Governor***All dollars in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2002 Authorized	375.2	0.0	127.2	502.4
Adjustments which will continue current level of service:				
-Adjust vacancy by fund source between line items and components ADN# 0320124	0.0	0.0	1.1	1.1
-Year 3 Labor Costs - Net Change from FY2002	7.5	0.0	2.1	9.6
Proposed budget increases:				
-Legal Secretary Reclassification	2.4	0.0	0.0	2.4
FY2003 Governor	385.1	0.0	130.4	515.5

Legislation/Regulations

Personal Services Information

Authorized Positions		Personal Services Costs		
	<u>FY2002</u>	<u>FY2003</u>		
	<u>Authorized</u>	<u>Governor</u>		
Full-time	5	5	Annual Salaries	307,466
Part-time	0	0	COLA	10,080
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	87,810
			<i>Less 3.05% Vacancy Factor</i>	(12,356)
			Lump Sum Premium Pay	0
Totals	5	5	Total Personal Services	393,000

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Assoc Attorney II	0	0	2	0	2
Attorney III	0	0	1	0	1
Attorney V	0	0	1	0	1
Law Office Assistant I	0	0	1	0	1
Totals	0	0	5	0	5